# DATA & PRIVACY POLICY

**ROTO Kruna d.o.o.** commits to safeguarding customers' personal data by collecting only essential and fundamental information required to fulfil our obligations. User data is rigorously safeguarded and made accessible solely to employees who require the data to perform their duties. All ROTO Kruna d.o.o. employees and business partners are responsible for obeying the terms of the privacy statement.

This statement ensures that we will protect the privacy of our guests, customers and visitors of our web site.

This notification outlines the information we may gather from you during your visit to our webpage and clarifies how we use and secure the collected data. The notification also describes choices offered regarding the collection and use of your data during your visit to our website.

# Which information do we collect from you and how do we use it?

Generally, you can visit our website without revealing any of your private data.

We do not collect personal data about you (such as name and contact details) when visiting our website, unless you voluntarily send the data using one of our available forms for specific purposes (contact form, registration form, purchasing form) and therefore give your permission to collect and use your data for above mentioned purposes.

All personal data will be used exclusively for purposes for which they are collected and for which a permission is granted. Collected data will not be in any way available to unauthorized third parties, unless required so by law. You may request the deletion of all data once the purpose for which it was collected has been fulfilled, or after the termination of the contractual relationship, and at the latest, when all legal obligations related to personal data storage have expired.

## Information provision by Google Inc.

Google collects data via the use of Google Analytics on our website. Google utilizes this information, including IP address and cookies, in multiple ways, most dominant being the improvement of the Google Analytics service. Information is shared with Google anonymously. To find out more about which information Google collects, how it uses it and how to control information sent to Google, please refer to Google's privacy policy.

You can exclude yourself from Google Analytics services by installing the following browser extension: <a href="https://tools.google.com/dlpage/gaoptout">https://tools.google.com/dlpage/gaoptout</a>

# **Accounting**

We share data with our accountants for taxation purposes. For instance, we share invoices we issue and receive with our accountants for the purpose of completing tax filings and year-end accounting.

# Types of personal data we collect

Personal data collected by contact forms are the following: name and surname, e-mail as well as address, city, postal number and telephone number if listed as required.

Personal data collected by registration forms and purchasing forms are the following: name and surname, e-mail, address, city, postal number, telephone number.

# Accessing and updating your personal data

Our user has the following rights at any time:

- The right to access data
- The right to be informed about the processing of personal data
- The right to data portability
- The right to withdraw consent
- The right to object
- The right to rectify and modify personal data in the case that the data is incomplete or inaccurate
- The right to erasure in cases such as the cessation of processing purpose, withdrawal of consent, or objection.

If you wish to exercise any of the mentioned rights, please contact us through the contact form on our website or send an email to info@roto-kruna.hr.

# Safety of your personal data

We are committed to taking appropriate technical and organizational measures to protect your personal data from unauthorized or unlawful processing, accidental loss, destruction, or damage. When providing your personal data through our website, this information is securely transmitted over the internet using high-quality encryption and stored on our secure servers.

## **Privacy statement**

This data privacy statement applies to the confidentiality of data that is located on the trutanic.hr website and collected and stored in the databases of ROTO Kruna d.o.o. by using that website.

ROTO Kruna d.o.o. as the provider of services for the website www.roto-kruna.hr adheres to legal regulations aimed at protecting the privacy of users.

Please read all the information on this page carefully so that end users can understand what information ROTO Kruna d.o.o. collects and how it is used.

End users who have any questions regarding data privacy can send an email to info@roto-kruna.hr.

Please read this data privacy statement carefully. By accessing or using our website, end users confirm that they have read, understood, and agree to all the terms of data privacy and the methods of using the www.roto-kruna.hr website.

If the end user does not agree with this Privacy Statement, we suggest the end user to leave, not access, and not use the website www.roto-kruna.hr. ROTO Kruna d.o.o. can modify this

Privacy Statement at any time by publishing the modified text of the Privacy Statement in the "Privacy Statement" section of the website. Changes to the Privacy Statement become effective immediately upon publication on the website www.roto-kruna.hr.

Each end user is responsible for periodically reviewing this website and studying any changes to the Privacy Statement. Continuing to use this website by the end user after such changes take effect implies that the end user confirms and accepts all the terms of the amended Privacy Statement.

ROTO Kruna d.o.o. collects information that identifies a specific end user. When the end user engages in certain activities on the website www.roto-kruna.hr, such as opening a user account, ordering products or services, or providing feedback, ROTO Kruna d.o.o. may request certain information about the end user, such as name, address (including postal code), email address, telephone number, and other related information. Participating in identification activities and providing personal data is the end user's decision. If the end user does not provide the mandatory information for a particular activity that requires it, the end user will not be allowed to participate in such an activity.

ROTO Kruna d.o.o. will not share the end user's personal data with other parties except as specified in the following point and in situations where positive regulations require it. ROTO Kruna d.o.o. will use personal data to send and distribute ordered goods or similar. ROTO Kruna d.o.o. may share the end user's personal data with service providers for the distribution (courier/delivery services) of goods to fulfill orders, deliver packages, send ground mail and email.

The end user has the option to access and change personal data provided by ROTO Kruna d.o.o. The end user can change any of their personal data by sending an email to info@roto-kruna.hr. In that email, the end user should provide their name, address, email address, and which information they want to add.

ROTO Kruna d.o.o. takes data protection seriously and takes precautions to protect personal data. Unfortunately, no data transmission over the Internet, or any wireless network, can be 100% secure. As a result, although ROTO Kruna d.o.o. implements commercially reasonable protective measures to protect data, it cannot guarantee the protection of any information transmitted to or from the www.roto-kruna.hr website and is not responsible for the actions of any third party that receives such information.

Children under the age of 14 must not use the website www.roto-kruna.hr.

## **Statement of Limited Liability**

ROTO Kruna d.o.o. assumes no responsibility for the accuracy of the information or any errors on this website. Our goal is to provide timely and accurate information, and therefore the content on this website is constantly improving and subject to change. We also do not accept responsibility for any damage or loss caused directly or indirectly using these web pages. The user agrees that no employee of ROTO Kruna d.o.o, nor any other person or company involved in the creation of these pages, can be held responsible for any damage or loss to other individuals or companies resulting from the use of this website.

#### Links

This website may contain links to other websites. Users may visit them at their own risk. ROTO Kruna d.o.o. is not responsible for the content on external websites.

#### **Cookies**

## The use of cookies

This website and its online services may use cookies to improve the services provided.

The decision to allow the use of cookies on the website is entirely yours. It should be noted that the website functions optimally only if cookie usage is enabled.

#### What are cookies?

Cookies are small files that your browser saves to your hard drive when you visit our website. This allows our website to recognize your computer when you visit us again, to offer you a personalized experience while you browse. Cookies are not aimed at spying on users and do not follow everything a user does and are not malicious code or viruses. Also, cookies are not associated with unwanted messages or spam, cannot store passwords, and are not intended solely for advertising purposes. Information such as your name or email address will not be stored - websites cannot access your personal information and files on your computer.

To use cookies in accordance with the Law on Electronic Communications, the Law on Personal Data Protection, EU Directives 2002/58/EC and 95/46/EC, and the GDPR directive, we need your consent.

# How to accept or reject cookies?

You can always block the use of some or all of the cookies we use on our website, but this may affect its functionality.

Additionally, you can accept or reject some or all cookies by adjusting your browser settings. On the following links, you can find information on how to change settings for some of the most commonly used web browsers: Mozilla Firefox, Google Chrome, Microsoft Internet Explorer, Apple Safari, Opera. Some browsers allow you to surf in "anonymous" mode, limiting the amount of data placed on your computer and automatically deleting persistent cookies placed on your device when you end your browsing session. There are also many third-party applications you can add to your browser to block or manage cookies. You can also delete cookies that have previously been set in your browser by selecting the option to delete browsing history and including the option to delete cookies. For more information on cookies and how to adjust browser settings, visit <a href="https://www.allaboutcookies.org">www.allaboutcookies.org</a>.

ROTO Kruna d.o.o.

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